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Job details

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All applicants for this job announcement are required to complete and attach the Supplemental Application Form to their standard employment application.

Bulletin Number

41491BR

Type of Recruitment

Open Competitive Job Opportunity

Department

Registrar-Recorder/County Clerk

Position Title

SAFETY OFFICER I

Exam Number

E3037B

Filing Type

Open Continuous

Filing Start Date

08/18/2014

Salary Type

Monthly

Salary Minimum

4964.73

Salary Maximum

6511.36

Position/Program Information

FILING WILL START EFFECTIVE AUGUST 18, 2014 AT 8:00 A.M.

FILING WILL BE SUSPENDED AFTER THE FIRST 200 APPLICATIONS ARE RECEIVED. THE EXAM WILL REOPEN AS THE NEEDS OF THE SERVICE REQUIRE.

Has responsibility for the development and administration of a comprehensive safety and accident prevention program for a medium-sized County department.

Essential Job Functions

Develops, revises and implements safety policies, procedures, guidelines, promotional materials, and training programs to ensure compliance with state and federal regulations and local safety laws, and to increase departmental efficiency by reducing accidents and overall costs due to safety problems.

Reviews injury reports, accident investigations, and safety grievance reports to identify trends and issues; develops and reviews statistics, and evaluates the effectiveness of the existing safety program.

Represents the department at meetings conducted by the County including Countywide Safety Committee and Risk Management Coordinator meetings, as well as California Department of Occupational Safety and Health (Cal/OSHA) hearings.

Monitors work orders for abatement of safety violations and reports